

City of Weslaco

"The City on the Grow"



David Suarez, Mayor
Olga M. Noreiga, Mayor Pro-Tem, District 3
David R. Fox, Commissioner, District 1
Greg Kerr, Commissioner, District 2
Gerardo "Jerry" Tafolla, Commissioner, District 4
Lupe V. Rivera, Commissioner, District 5
Fidel L. Peña III, Commissioner, District 6

Mike Perez, Interim City Manager

CITY OF WESLACO

Invitation for Proposals

The City of Weslaco hereby requests sealed proposals for the following:

Fireworks Display = RFP No. 2014-15-19

Sealed proposals addressed to Homer Rhodes, will be accepted at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, until **3:00 p.m. on March 27, 2015**, at which time they will be opened and read aloud. Please mark envelope, Sealed Proposal "**Fireworks Display, RFP No.: 2014-15-19.**"

Potential Respondents are advised that the proposal documents can be downloaded from the City of Weslaco web page address: www.weslacotx.gov, and may also be secured at the Weslaco City Hall Purchasing Office, 255 S. Kansas Avenue, Weslaco, Texas 78596, or by calling 956.447.2240. Be advised that if your company is contemplating on submitting for this project you must contact the Purchasing Office, so that any changes/additions via addendum form can be forwarded to your company. (Please include your company name, address, e-mail, telephone and fax, and contact person). **No electronic bids will be accepted.**

The City of Weslaco reserves the right to accept or reject any or all proposals, to waive any informalities, and to accept the proposal to be the best and most advantageous to the City and to hold proposals for a period of forty-five (45) days without taking action, for the purpose of reviewing the proposals and investigation of Respondents' qualifications prior to proposal award. Proposals submitted past the aforementioned date and time will not be accepted.

City of Weslaco

Homer Rhodes,
Purchasing Office



VENDOR'S NOTICE OF INTENT TO SUBMIT A PROPOSAL

If you intend to submit a proposal for **Fireworks Display** with the City of Weslaco as outlined in the specifications, please indicate your intention by signing, dating, and returning this form to the address below prior to **March 27, 2015** so that you may receive any addendums to the specifications should the need arise.

Homer Rhodes
City of Weslaco
Purchasing Office
255 S. Kansas Avenue
Weslaco, Texas 78596
Phone: 956.447.2240
Fax: 956.969.8452
hrhodes@weslacotx.gov

Name: _____ Signature: _____
(print / contact person)

Title: _____ Company/Agency: _____

Mailing
Address: _____ City/State/Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Proposal No.: 2014-15-19

Request for Proposal

Fireworks Display – City of Weslaco

I. GENERAL INFORMATION

A. OBJECTIVE

The purpose of the Request for Proposal (RFP) is to obtain quotes for providing a fireworks display at the Fourth of July Celebration/ Movies at the Park to be held this year on Saturday, July 4, 2015, to commence at 9:15 pm.

B. ISSUING OFFICE

The RFP is issued by the CITY OF WESLACO

C. CONTRACT ADMINISTRATOR

All communications concerning this RFP should be directed to:

Homer Rhodes, Purchasing

City of Weslaco

255 S. Kansas Ave.

Weslaco, TX 78596

Phone # (956) 447-2240

D. INCURRING COSTS

The CITY is not liable for any cost incurred by the prospective firms prior to the signing of the contract.

E. PROPOSALS

To be considered, each firm must submit a complete response to this RFP, addressing the specifications provided in Section III. The proposal must be signed by an official authorized to bind the submitter to its provisions. The proposal must include a statement as to the period during which the proposal remains valid.

F. ACCEPTANCE OF THE PROPOSAL CONTENT

The contents of this proposal will become contractual obligations if a contract ensues. Failure of the selected contractor to accept these obligations may result in cancellation of the award.

G. SELECTION CRITERIA

Responses to this RFP will be evaluated based on a selection process consisting of:

1. Review of the firm's response to the RFP, determining if the proposal meets all criteria for consideration.
2. Relevant experiences, project understanding, project requirements, strength of the proposal, proposed fees, contributions and event display.

H. PROPOSAL RECEIPT

Proposals must arrive in hard copy format (two copies) before noon (3:00 p.m.), March 27, 2015. The Proposals must be submitted to:

Homer Rhodes, Purchasing Office

City of Weslaco

255 S. Kansas Avenue Weslaco, TX 78596

I. RIGHT TO REJECT BIDS

The City reserves the right to award the total proposal, to reject any and all proposals in whole or in part, and to waive any informality or technical defects by the City's judgment.

In determination of award, the qualifications of the proposal submitter, and the conformity with the specifications of services to be supplied, the evaluated bid, supplier's experience and references as well as the City's direct experience with the supplier will be considered

J. COST LIABILITY

The City assumes no responsibility or liability for costs incurred by the firms prior to the signing of this agreement. Total liability of the City is limited to the terms and conditions of this agreement.

K. OWNER

The City owns and operates the park and areas surrounding where the display will be viewed. The display will be staged on public property. The contractor shall confine their operation, at all times staying within the limits of the property, as determined by the City Fire Department. Any repairs or restorations required on or outside the property limits due to the Contractor's carelessness shall be repaired by the Contractor at their expense.

L. AWARD OF CONTRACT

The City will award one contract to the selected vendor submitting the quote which meets the performance and required criteria as set forth by this set of specifications.

M. TAXES

The contractor shall pay all sales, consumer, use and other taxes required to be paid by them in accordance with the law of the place where the work is to be performed.

O. BARRICADES AND FENCES

The City shall provide and maintain all necessary temporary enclosures and barricades to adequately protect the work and materials from persons not involved with the display. The Contractor will be required to adequately protect product, providing appropriate security in and around the staging area. This may include overnight security if display is canceled and rescheduled for any reason.

P. PROTECTION OF EXISTING FACILITIES

The Contractor shall provide for and be responsible for protection of existing structures, pavements, utilities, fencing, etc. In general: existing materials, surfaces, sod, buildings, etc., to remain which are affected by the display shall be repaired and restored to an original and functional condition.

Q. SHIPMENT OF MATERIALS

Before making any shipment of materials to the site, Contractor shall ascertain whether the site is in a condition to receive the shipment. Where this provision is neglected and material is delivered to the site when the latter is not in condition to receive it, such materials shall be properly stored elsewhere at the Contractor's expense and adequate insurance coverage provided for off-site storage.

R. STORAGE OF MATERIALS ON OR OFF-SITE

1. Contractor shall provide security and storage as required to protect and preserve all materials stored at the site. Storage of materials is to be confined to areas designated by the City. City will not sign for or be responsible for materials delivered to the site.
2. Contractor will be responsible for the unloading and loading of the equipment and product at the shoot site. In addition, supplier will be responsible for clean-up of all packaging materials/debris from loading/staging location.

S. PRE-EVENT STAGING

Working hours shall be from 8:00 a.m. until 11:00 p.m. beginning July 04, 2015.

T. CLEANUP

All Park areas shall be returned to a condition equal to or better than was in existence at the beginning of the display. All display debris, including packaging and empty shells, shall be removed and disposed of in a manner to meet all state and local requirements.

II. SELECTION PROCESS

If necessary, a pre-contract award interview or informational meeting may be requested by the city.

III. SPECIFICATIONS

- A. Display must be a minimum of 15 minutes in length and not exceed 20 minutes.
- B. City will provide all necessary safety zones.
- C. Display should consist of a broad spectrum of product providing a balanced assortment of shells.
- D. Display presentation must be staffed and executed by trained and licensed personnel in pyrotechnics.
- E. Shells selected should be of the best quality from a variety of foreign and domestic producers. Display should include a spectrum of styles, patterns and sound effects. Shells shall not exceed 5" in diameter with the majority being 3" and 4" diameter shells.
- F. Display should include an opening segment, a main show body with good themes and style and close with a distinct and memorable finale.

G. All shells must be fired with an electronic computer firing system. There should be no large gaps of time between shells, good display pacing, multiple firing, tailed effect and a choreographed control of the display execution.

H. City of Weslaco Fire Marshal will have sole discretion as to the decision to fire shells based on inclement weather, wind, crowd issues, security, etc.

I. Supplier must agree to be available for display on back-up date (generally the next day). Display presentation must be staffed and executed by trained and licensed personnel in pyrotechnics. The specific date will be identified in the Contract for Services.

J. In the event the display is canceled for any reason, contractor is responsible for securing product and equipment in the staging area. Contractor is also responsible for providing security needed for equipment, product and staging area until the display is executed on the back-up date.

K. The City will supply walkie-talkie communication devices the night of the event to allow communication between City and shoot site personnel.

L. City will barricade and determine staging location.

M. Staging area for firing display will be ready for set-up at 8:00 a.m. on the date of the event.

N. Contractor is required to provide security at staging area for equipment and product during pre-event set-up and up through display.

O. Contractor must be federally licensed for pyrotechnic displays.

P. Contractor must provide at a minimum \$5,000,000.00 general commercial liability insurance policy, with the City and the Event Organizer listed as additional insured.

Q. Contractor will be required to attend one pre-event organizational meeting with City staff.

R. Contractor must submit an invoice for fireworks display payment two weeks prior to receiving payment. The payment schedule is determined by the City. Payment of goods and services will follow all state and local guidelines.

S. The City will provide support at the event to include Public Safety personnel.

T. Contractor must help identify and locate any unexploded shells.

U. Contractor must participate with a sweep of the grounds for debris at the conclusion of the event.

V. City will attempt to illuminate the Drop Zone area for the post event sweep for shells and debris.

W. The goal for the contractor selected is to excite the audience with a display full of dynamic energy and enthusiasm.